

**REED MEMORIAL LIBRARY  
MINUTES  
REGULAR MEETING  
SEPTEMBER 20, 2017  
STORYTIME ROOM  
5:00 P.M.**

The Regular Meeting was called to order at 5:10 p.m. by Barber with the following members present: Barber, Savako, Courtney, and Grair. Cimino, Walz and Moser were excused.  
Also present: Brian Hare, Director and Reneé Heitkamp, Fiscal Officer

**AGENDA APPROVAL:** to approve the agenda as presented.  
Courtney made a motion and Savako seconded  
4 aye; 0 no; 3 absent; 0 abstain

**COMMENTS FROM PERSONS IN ATTENDANCE:** None

**Res#75-17** **MINUTES APPROVAL: (tabled due to lack of quorum)**  
to approve the minutes of the August 16, 2017 Regular Meeting as presented \_\_\_\_\_  
or corrected as follows \_\_\_\_\_  
\_\_\_\_\_ motion  
\_\_\_\_\_ second  
\_\_\_\_\_ aye; \_\_\_\_\_ no; \_\_\_\_\_ absent; \_\_\_\_\_ abstain

**FISCAL OFFICER**

**Res#76-17** **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (9-A) and  
*9-A* Financial Summary (9-B) for August 2017 as presented.  
*9-B* Courtney made a motion and Grair seconded  
4 aye; 0 no; 3 absent; 0 abstain

**Gifts & Donations:** to accept donations in the amount of \$ 845.04 as presented.

**Res#77-17** Savako made a motion and Courtney seconded  
*9-C* 4 aye; 0 no; 3 absent; 0 abstain

**Discards:** to discard items listed as presented.

**Res#78-17** Courtney made a motion and Grair seconded  
*9-D* 4 aye; 0 no; 3 absent; 0 abstain

**CPIM:** to approve exemption from continuing education requirements pursuant to the Ohio Revised Code 135.22 for the Fiscal Officer.

**Res#79-17** Courtney made a motion and Savako seconded  
4 aye; 0 no; 3 absent; 0 abstain

**DIRECTOR**

**Monthly Report / Statistics** *9-E*

**Department Reports / Statistics** *9-F*

1. Reference Department
2. Children's Department
3. Circulation Department
4. Computer Services
5. Technical Services

**Announcements:** None

**COMMITTEE REPORTS**

**BYLAWS AND POLICY COMMITTEE:** Did not meet

**FINANCE COMMITTEE:** Did not meet

**RECORDS RETENTION COMMITTEE:** Did not meet

**LONG RANGE PLANNING COMMITTEE:** Did not meet

**BUILDING AND GROUNDS COMMITTEE:** Did not meet

**PERSONNEL COMMITTEE:** Did not meet

**NEW BUSINESS:**

**Bylaws and Policy Committee:** A work session was set for 5:00 p.m. on October 18, 2017 to discuss General Policies followed by the regular board meeting.

**Personnel Committee:** A work session will be set up to discuss Fiscal Officer applications and interview process.

**OLD BUSINESS:**

**Circulation Policy:** to approve the changes to the Circulation Policy as presented.

Courtney made a motion and Savako seconded

4 aye; 0 no; 3 absent; 0 abstain

**Discussion Item:** Parking Lot Maintenance was discussed

**OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD:** None

**ADJOURNMENT**

Courtney made a motion and Savako seconded that the meeting be adjourned at 6:07 p.m.

4 aye; 0 no; 3 absent; 0 abstain

Res#80-17  
9-G

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Bill Barber, Vice President

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Janice Savako, Secretary